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# **ASSESSMENT AND STRENGTHENING PROGRAM FOR CIVIL SOCIETY ORGANIZATIONS AND GOVERNMENT OF PAKISTAN**

## **Quarterly Program Performance Report April - June 2011**



Briefing to the USAID Director for the Office of Afghanistan and Pakistan at  
Central Program Office ASP-RSPN, Islamabad – June 27<sup>th</sup>, 2011

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## Acronyms

AJK	Azad Jammu Kashmir
AiD	Associates in Development
ASP	Assessment and Strengthening Program
CDCP	Citizens Damage Compensation Program
CGA	Controller General of Accounts
CNIC	Computerized National Identity Card
COP	Chief of Party
CPO	Central Program Office
CSOs	Civil Society Organizations
EGD	Electronic Government Directorate
DCOP	Deputy Chief of Party
GOP	Government of Pakistan
GOS	Government of Sindh
IDS	Innovative Development Strategies
KP	Khyber Pakhtunkhwa
LUMS	Lahore University of Management Sciences
MER	Monitoring, Evaluation and Research
MoIT	Ministry of Information Technology
MSDP	Municipal Service Delivery Program
NADRA	National Database and Registration Authority
NRSP	National Rural Support Program
NTC	National Telecommunication Corporation
PCB	Pakistan Computer Bureau
PD	Provincial Director
PDMA	Provincial Disaster Management Authority
PMP	Performance Management Plan
PPO	Provincial Program Office
PPP	Public Private Partnership
QPR	Quarterly Performance Report
RSPN	Rural Support Programmes Network
SDMA	State Disaster Management Authority
SOW	Scope of work
SWG	Strategic Working Group
ToT	Training of Trainers
TPV	Third Party Validation
USAID	United States Agency for International Development

## Executive Summary

In the 3<sup>rd</sup> Quarter of the first year of Assessment and Strengthening Program, the activities witnessed tangible progress in all the five components. This third Quarterly Performance Report (QPR) provides an overview of the programmatic progress as well as financial update and the deliverables submitted during the reporting period from April to June 2011.

Under the ASP-RSPN, four (4) critical assignments are in progress: i) Third Party Validation (TPV) of the Citizens' Damage Compensation Program (CDCP) – a GoP and multi-donor funded country wide cash transfer initiative for flood affected areas. This is the major assignment as a special project under the Pre-Award Assessment component. With all requisite arrangements in place, the enumeration will kick-start from July 2011 in Khyber Pakhtunkhwa (KP). ii) Under the same component, pre-award assessment of Ministry of Information Technology (MoIT) was commenced. iii) A three-phased capacity building plan of Municipal Services Delivery Program (MSDP), Government of Sindh has been initiated under the Institutional Capacity Building. The draft PC-1 has been shared with the GoS, thus accomplishing the first phase of the capacity building plan. iv) Research on Assignment Account has started with the formulation of a strategy paper and the detailed work plan. Besides, Awardees Capacity Building Plan is being drafted which will be implemented from the next quarter. Organizations for the annual validation have also been identified with the approval of USAID.

The CPO and PPOs are operational with all of the human resource on board and physical infrastructure is in place with the completion of all procurement activities. A numbers of meetings were held with various stakeholders of ASP including three (3) Strategic Working Group (SWG) meetings among the implementing partners. The deliverables approved by USAID during the reporting period include a revised inception report for the TPV of CDCP, the Marking plan and Branding strategy, the concept note for the research on assignment account, the capacity-building plan for MSDP, Sindh and the QPR for Jan-Mar 2011.

## 1. INTRODUCTION

The United States Agency for International Development (USAID) funded five-year capacity-building initiative “Assessment and Strengthening Program” (ASP) for Civil Society Organizations and the Government of Pakistan is implemented by Rural Support Programmes Network (RSPN), Associates in Development (AiD) and Lahore University of Management Sciences (LUMS). The program aims at strengthening the management capacities of Government and civil society organizations (CSOs) for transparent and accountable utilization of USAID resources to enhance aid effectiveness.

The overall management structure of ASP-RSPN, having National Rural Support Program (NRSP) as a sub-partner, comprises a Central Program Office (CPO) and four Provincial Program Offices (PPOs) in the provincial capitals. The CPO will be supporting in terms of coordination, overall management, reporting to donor, catering to government & donor needs and making necessary contractual arrangements. The PPOs will be supporting CPO in implementing the Program at the provincial level working with provincial governments, provincial offices of Federal Governments and CSOs in the respective areas.

According to the agreement, ASP-RSPN addresses the GOP organizations (federal & provincial) constituting 75% of the total organizations. The rest includes non-profit and for-profit organizations, to the extent of 20% and 5% respectively, for pre-award assessment, capacity building and annual validation. USAID is responsible to identify the autonomous organizations, government departments and CSOs whose institutional assessment followed by enhancing development needs are to be done through ASP-RSPN as per the approved organization-specific capacity building plan.

## 2. PROGRAM ACTIVITIES

The programmatic activities of the quarter under reporting mainly pertain to the Government sector comprising of the Federal and provincial government organizations. The focus has been on the capacity building and pre-award assessment as well as fulfilling the pre-obligation requirement of USAID. The section details the activities performed under each component of ASP-RSPN:

### 2.1. Pre-Award Assessments

After receiving a statement of work from USAID, ASP-RSPN initiated two (2) assignments under the pre-award assessment component of the Program – Third Party Validation (TPV) of Citizen Damage Compensation Program (CDCP) and Pre-award Assessment of Ministry of Information Technology. USAID assigned ASP-RSPN to carry out the special task of the TPV of CDCP to support GoP to authenticate the accuracy of the data compiled by the Provincial Governments. The major focus of the

The core purpose of the **pre-award assessment** is to determine the internal controls and administrative and financial management systems of a proposed first-time USAID recipient. This will include, but not be restricted to Control Environment, Financial Management and Accounting, Procurement Management Systems, Personnel Policies and Payroll Systems, Monitoring & Evaluation and Absorptive Capacity

ASP-RSPN is currently on this assignment. The assessment of MoIT and its three units has been discontinued since the last week of May, and it will be continued once USAID approves the revised scope of work. The following section provides further details of the two assignments.

### **2.1.1 Third Party Validation of Citizens Damage Compensation Program**

In response to the recent floods in the country, Government of Pakistan initiated the Citizens Damage Compensation Program (CDCP) – a cash-grant program for early recovery from the calamity in all four provinces i.e. Khyber Pakhtunkhwa, Sindh, Punjab and Balochistan as well as Gilgit-Baltistan and Azad Jammu and Kashmir (AJK). The Phase-I of CDCP, also called Watan Card Program, was initiated with a one-off payment of PKR 20,000 to the affected families. The federal and provincial governments financed the Program jointly.

The Government of Pakistan now plans to launch phase-II of CDCP with the support of development partners. An amount of PKR 40,000 would be paid to the flood victims as compensation through a cash card. Phase-II will use housing damage as an indicator for determination of the flood affected households. Government of Pakistan and the development partners agreed to commission TPV of the survey of damaged houses in order to determine the accuracy of the data compiled by the provincial and regional governments to ascertain that the cash grant is disbursed to the deserving people in Phase II. USAID decided to support the GoP for the TPV and therefore assigned the task of conducting the TPV to ASP-RSPN.

In addition to regular coordination meetings with various stakeholders of CDCP including USAID, World Bank, National Database Registration Authority (NADRA) and Provincial Government Departments such as Provincial Disaster Management Authority (PDMA), Planning and Development (P & D), the major progress made on the assignment during the reporting period is outlined below:

- i. The initial inception report was approved by USAID on April 22. However, the statisticians and experts from World Bank reviewed the sampling methodology given in the inception report and reduced the sample from 30,000 to 15,062 households. The inception report was thus revised. The revised inception report was approved on June 27 by USAID with a reduced sample size.
- ii. The contract with Innovative Development Strategies (IDS) was signed in April. However, after the revision of the inception report, an addendum to the contract was executed in accordance with the revised sample size. The budget allocated for the assignment was reduced accordingly from PKR 30 million to 23.5 million.
- iii. ASP-RSPN developed the questionnaire for the TPV and got it approved as part of the inception report. After its approval, the questionnaire was pre-tested in field. A



**Fig 1: Enumerator taking the Community Notable verification during pre-testing of the questionnaire in Nowshera district on April 24**



one-day training was arranged for six (6) enumerators prior to the one-day pre-testing of the questionnaire in district Nowshera of KP on April 24. Cumulatively thirty (30) questionnaires were filled during controlled field-testing. The questionnaire was amended based on the observations from the field.

- iv. The data security plan has been developed to ensure the confidentiality of the data to be handled during the assignment. A non-disclosure agreement was signed between ASP-RSPN and NADRA on April 18, and later by all the personnel involved in the survey.
- v. ASP-RSPN developed a training manual for all the relevant staff i.e. the field enumerators to data processing and reporting staff. The manual was translated into Urdu as well.
- vi. Monitoring tools were developed to ensure the quality of work at each level of the survey.
- vii. Various meetings at the federal and provincial level have been held with various stakeholders. The briefs of all these meetings are covered in Section 2.7.

### **KHYBER PAKHTUNKHWA (KP)**

- viii. NADRA provided the data for KP of 282,268 households on June 8. The data was in Urdu and issues with regard to spellings and missing or incomplete addresses required the data to be cleaned. ASP-RSPN, although not required per approved inception report, but cleaned the data based on special approval by USAID, and segregated the villages into separate fields and recorded UCs with each record/address by involving the district/local administration and community notables. USAID assistance is required to get the data counter-signed by cabinet division to ensure ownership of the data.
- ix. The sampling for all the 24 flood-hit districts of KP has been carried out. The roll out plan has been designed and the monitoring plan is being developed.
- x. A three-day Training of Trainers (ToT) for the district supervisors of KP, AJK and GB was held in Islamabad from May 1 to May 3, 2011. A total of 43 districts supervisors (7 from GB, 10 from AJK and 26 from KP) and 3 provincial supervisors participated in the training. Day 3 of the training was field trial conducted in Nowshera, Sawabi and Charsada of KP.
- xi. The cluster-level trainings for the enumerators and the field staff will start on July 5, and the enumeration activity is planned to initiate from July 12 across all the districts of KP.
- xii. A workshop for District Administration KP, all 24 affected districts, was organized on June 07, 2011 at Peshawar wherein six (6) District Coordination Officers (DCOs) and eighteen (18) District Disaster Management Officers (DDMOs) participated. Representatives from USAID, NADRA and PDMA were also present at the occasion. The objectives, planning and implementation strategy of the TPV for CDCP were discussed at length in the workshop.



**Fig 2: Mr. Imran Malik, Survey Manager, during the ToT for district supervisors of AJK, KP and GB in Islamabad on May 1, 2011**

### **PUNJAB**

- xiii. ASP-RSPN received the data for Punjab of 320,551 households from NADRA June 29. The data is in English; however, there are issues of completeness and accuracy with the data of all districts. This has been reported to NADRA as well as USAID.

### **SINDH**

- xiv. NADRA has received data of 12 districts from Sindh. However, NADRA has not yet started the data analysis of these districts.

### **AJK**

- xv. AJK data has been sent back by NADRA to State Disaster Management Authority (SDMA) for data cleaning. However, there are about 500 households' records, whose Computerized National Identity Card (CNIC) could not be verified. This data has been sent to respective districts for correction of CNICs.

### **BALUCHISTAN**

- xvi. NADRA has sent back Balochistan's data to the PDMA, Balochistan due to 37,000 invalid and missing CNIC numbers, which will be rectified by PDMA and sent back to NADRA.

### **GILGIT BALTISTAN**

- xvii. GB has not yet shared any data with the NADRA.

## **2.1.2 Ministry of Information Technology**

With KPMGTH as the contractual partner, ASP-RSPN has initiated the pre-award assessment of the MoIT and its three units – National Telecommunication Corporation (NTC), Electronic Government Directorate (EGD) and Pakistan Computer Bureau (PCB) as per instructions from USAID. The task order for the activity was issued on April 25. The assessment of NTC was to be carried out separately from that of MoIT, PCB and EGD. The assessments started with the entrance meeting on May 6 at the MoIT with ASP-RSPN, USAID and KPMGTH. During the reporting period, mid-review meetings were also held. However, USAID has requested to hold up the assignment on May 27. The approval from USAID to restart the assignment is awaited.

## **2.2. Institutional Capacity Building**

The institutional capacity-building component of ASP-RSPN has taken off in mid May with the first assignment of Municipal Services Development Program (MSDP), Sindh. After the initial meeting with USAID to discuss the Risk Mitigation Framework for MSDP Sindh in early April followed by coordination meetings with Government of Sindh to formulate a capacity building plan, ASP-RSPN made the following progress on the assignment during the reporting period:

- i. ASP-RSPN developed a three-phased holistic capacity-building plan. This MSDP specific

**Institutional capacity building**  
component will focus on improving policies and procedures of the recipient organizations to achieve specific institutional development objectives and tangible outcomes in order to make these local organizations utilize USG and other donors' funds efficiently and effectively for the agreed program/project objectives. ASP will address these gaps by implementing organization specific capacity development plans.



plan envisions measures to be taken to mitigate risks identified in the risk mitigation framework. The plan was shared with USAID for approval. This plan *inter alia* includes a detailed work plan for implementing all the three phases.

- ii. The formal approval of the capacity building plan for MSDP, Sindh is awaited from USAID. However, CPO has continued to make progress in PC-I formulation and improvement, and key frameworks in anticipation of the approval.
- iii. As part of the first phase, i.e. providing technical assistance in the preparation of PC-1, ASP-RSPN shared the first version of PC-I with USAID June 1 which was shared later with the Government of Sindh by USAID.
- iv. The first draft of M&E framework, as part of enhancing the capacity of the proposed PMU of MSDP for creating robust M&E mechanisms and structures, has been developed as well.

### 2.3. Annual Validation

ASP-RSPN has a target of five (5) organizations for annual validation for year-1, which ends on September 30, 2011. USAID has informally indicated the names of three institutions for which annual validations will be conducted through ASP-RSPN. The three (3) institutions identified are GoP organizations – Jamshoro Power Generation Company Limited (GENCO 1), Northern Power Generation Company Limited (GENCO 2) and Guddu Power Generation Company Limited (GENCO 3).

USAID will provide the names of the two CSOs by the next quarter. The formal request / scope of works (SOWs) from USAID to carry out the annual validations is still awaited. Once the SOWs are received for the organizations, ASP-RSPN will initiate the annual validation activity.

The **annual validation** process aims to target four specific objectives. Firstly, ensure continued compliance with standards and procedures identified by the USAID/ASP. Secondly, categorize GOP and For-Profits entities for capacity building and CSOs for further capacity building. Thirdly, refer CSOs, For-Profits and GOP for capacity building, when gaps are identified. Fourthly, develop benchmarks for graduation from annual validation.

### 2.4. Research

ASP-RSPN has, in consultation with USAID, identified areas of significance where research needs to be carried out for improving understanding and building capacity of public sector entities. Research on assignment account has been taken up on priority. There are four (4) specific areas, identified by USAID, to be addressed as part of the study so that appropriate recommendations are made for process improvement under the assignment accounts. These areas are foreign exchange gains, refund policy, lapsability issue and subsequent funding. The broad objectives of the research are as following:

- To streamline the procedure for establishment and use of the assignment account.
- To identify issues and bottlenecks in the establishment and maintenance of assignment account.

**Research** component deals with setting up of research agenda specifically in Financial Management, Procurement Management and Administrative Management. ASP will work on compilation of a compendium of Federal and Provincial Governments important manuals, rules and regulations on development projects and donors funded programs in order to bring clarity for the implementation agencies and also identify gaps in these rules and procedures.

- To identify capacity issues in handling Assignment Accounts above project implementation level.
- To recommend an updated procedure for assignment account for adoption by Controller General of Accounts (CGA).

ASP-RSPN developed a concept note on the topic for USAID's approval. As soon as the concept note was approved on June 15, ASP-RSPN initiated the research work on assignment account. The strategy paper along with the work plan has been developed. Moreover, a consultant has been engaged to help carry out the assignment. Meetings with all the stakeholders will be held by July end, and the final report along with the training manual and revised notification will be submitted to USAID by August end.

## 2.5. Awardees Capacity Building

The ASP-RSPN arranged various meetings at CPO in which the capacity building areas of the RSPN, NRSP and CPO/ PPOs were assessed. Based on the assessment, the identification of areas for training courses, development/improvement of manuals and infrastructure development has been done. Moreover, the budgeting for all the capacity building areas has been worked out. Furthermore, an Awardees Capacity Building plan has been developed which will be shared with USAID. The implementation on the plan will commence from the next quarter. In one of the Strategic Working Group (SWG) meetings (Section 2.7), it was mutually agreed that ASP-LUMS could be one of the sources to provide services in training component in awardees capacity building plan of ASP-RSPN.

The **Awardees Capacity Building** component will target project staff as well as partner organizations under the ASP to have a holistic and integrated capacity building program. The needs assessments will reflect the institutional needs of each partner and identify capacity building initiatives each partner would require. As part of this capacity building plan, relevant staff will be oriented in basic USAID and government systems and procedures.

## 2.6. Workshops

1. **Workshop on the TPV for CDCP and Communication Strategy:** A workshop on the TPV for CDCP and Communication Strategy was



Fig 3: Mr. Ejaz Rahim (COP ASP-RSPN) addressing the participants during the communication workshop held at CPO Islamabad on April 27, 2011

held on April 27th at CPO Islamabad. Participants from all the four PPOs and senior management from CPO attended the workshop. The first half of the workshop was about the detailed implementation strategy to carry out the TPV for CDCP, while the second half focused on the communication strategy of ASP-RSPN followed by a brief on the ASP-RSPN website.

Mr. Shahzad Arif (Director MER CPO) gave a presentation on the monitoring tools and techniques to be used for carrying out the survey. Mr. Abubakr (Manager Compliance CPO) presented on the communication strategy of ASP-RSPN,

DO's and DONT's of the Branding Strategy and Marking Plan. Mr. Naveed Basharat (Manager MER CPO) gave a presentation on the website and the Monitoring and Reporting Information System (MoRIS) for ASP-RSPN.

## 2. **Workshop for DCOs on the TPV of CDCP:**

A workshop for District Administration of all 24 affected districts of KP was organized on June 07, 2011 at Peshawar wherein six (6) District Coordination Officers (DCOs) and eighteen (18) District Disaster Management Officers (DDMOs) participated. Representatives from USAID, NADRA and PDMA were also present at the occasion. The objectives, planning and implementation strategy of the TPV for CDCP was discussed in the workshop.



**Fig 4: Mr. Sharif Khan (PD KP) addressing the DCOs and DDMOs during the coordination workshop in Peshawar on June 7, 2011**

## 2.7. Meetings

### **USAID & other Donors**

Various meetings were held in the reporting period with USAID and World Bank. Most of them were organized to discuss the issues related to TPV of CDCP, sampling revisions and KP data problems. Regular meetings have been held with NADRA as well in this regard. Some of the major meetings held during the reporting period are:

1. A meeting with USAID attended by Tom Morris (Chief Economist), Karen Levine (Program Officer) and Valarie Smith (Deputy Controller Finance) was held at ASP-RSPN CPO on June 30, 2011 during which sampling methodology was discussed in detail. Sampling process was discussed with the participants; including selection of households in union councils based upon the classification of rural/urban divide and population density. The field implementation plan, training plan and timelines for submission of reports were also shared with USAID.
2. A meeting was held with Ms Amita Kulkarni (Specialist MER USAID) at CPO on June 24 to discuss an umbrella PMP for all the ASP partners. The results framework of PMP for ASP-RSPN was discussed at length and modifications in the document were suggested. The revised PMP for ASP-RSPN along with Result Framework & PMP indicators for all the ASP partners have been submitted to USAID.

### Strategic Working Group meetings

There were three (3) SWG meetings held in the reporting period, one in each month. The first of this series was held at ASP-AiD on April 20, while the 2<sup>nd</sup> and 3<sup>rd</sup> SWG meetings were hosted by ASP-RSPN on May 10 and June 16 respectively. Implementing partners shared their program updates in the meetings as a regular feature. The discussion on ASP website and portal has been another important agenda item. The sixth SWG meeting also included two significant discussions – presentation to the USAID Director



**Fig 6: Snap of fourth SWG meeting at ASP-AiD Islamabad on April 20, 2011**



**Fig 5: USAID representatives presenting on the audit guidelines during the sixth SWG meeting at CPO Islamabad on June 16, 2011**

for the office of Pakistan and Afghanistan; and USAID audit guidelines. A presentation was later made by ASP-RSPN CPO on June 27 where representatives from ASP-LUMS, ASP-AiD, RSPN and USAID participated. The Director was briefed about the ASP, its components, the partners and updates from each partner. The Director appreciated the work done by the ASP team and expressed his confidence for a positive outcome of ASP in the years to come.

### 2.8. ASP-RSPN Website

The ASP-RSPN website has been almost finalised. However, in fifth SWG meeting on May 10, USAID suggested for a single website for ASP, instead of three individual websites in order to project ASP as a cohesive and focused program using common language. The three partners – RSPN, LUMS and AiD, supported the idea, and the activities for a common ASP website have proceeded accordingly. ASP-RSPN took the lead in the activity for maintenance of the website and coordination among the partners. The final version of a common ASP website was shared with USAID in the sixth SWG meeting on June 22, 2011. The overall scheme and design of the website was approved. ASP-RSPN has also submitted the content of website to USAID for approval. The approval of write-up is awaited from USAID, after which the website final link (not available online) will be shared with them by first week of July. The website is planned to be launched by July 22, 2011.

## 3. OPERATIONS AND START-UP ACTIVITIES

This section mainly outlines the operational progress made by the ASP-RSPN during the reporting period April-June 2011. The details of the activities undertaken are as under:

### **3.1. Human Resource Recruitment**

ASP-RSPN has a full team on board now. The Director Capacity Building and Director Finance & Compliance have joined ASP-RSPN CPO during the reporting period. Moreover, two consultants – PC-I expert and assignment account consultant, are also working at the CPO. The staffing at all the PPOs was completed during the last reporting period.

### **3.2. Submission of Branding Strategy and Marking Plan**

As per USAID requirement, ASP-RSPN developed Branding strategy and Marking plan in line with USAID Pakistan Branding and Marking strategy requirements. The marking plan was modified in terms of budget reduction during the reporting period. The revised marking plan has been approved by USAID.



## FY 2010-2011 Quarterly Performance Indicators Report

Assessment and Strengthening Program – Rural Support Programmes Network (RSPN)

Intermediate/Sub-Intermediate Results

Results and Output Indicators

**1. Implementing partners' and host-country institutions capacity building needs addressed through trainings, technical assistance and introduction of improved policies and processes**

### Result level Indicators

#### 1.1 Number of implementing partners who have received training or technical assistance

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	
-	-	-	-	-	-	-	-	⇒ As per approved Work Plan; training/technical assistance of 2 implementing partners i.e. MSDP, Sindh and SEP during the Pre-obligation phase will be completed in the 4 <sup>th</sup> quarter of FY 2010-11 → MSDP Sindh initiated in May 2011, while SEP will commence in 4 <sup>th</sup> quarter. Both are expected to be completed in the 4 <sup>th</sup> quarter ending Sep 2011

#### 1.2 Number of policy reforms recommended for improvement of policies, procedures and systems and leading to another program/initiative

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	
-	-	-	-	-	-	-	-	⇒ As per approved Work Plan; research on Assignment Account will be initiated in 4 <sup>th</sup> quarter and upon completion of the research work formal policy recommendations will be made to the concerned authorities in government → The desk work along with the final report on Assignment a/c is expected to be completed by Sep 2011, however the policy reforms recommendations will be made during the 1 <sup>st</sup> quarter of program's 2 <sup>nd</sup> year

### Output level Indicators

#### 1.1.1 Number of USG-supported capacity building plans executed to strengthen the institutional capacity of implementing partners

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	
-	-	-	-	-	-	-	-	⇒ Pre-Obligation Capacity Building of 2 implementing partners i.e. MSDP, Sindh and SEP is expected to be completed in the 4 <sup>th</sup> quarter of FY 2010-11 → MSDP Sindh initiated in May 2011, while SEP will commence in 4 <sup>th</sup> quarter. Both are expected to be completed in the 4 <sup>th</sup> quarter ending Sep 2011



### 1.1.2 Number of USG-supported capacity building initiatives executed to strengthen the institutional capacity of implementing partners

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ The capacity building initiatives including PC-I, frameworks development and other assistance are part of the pre-obligation capacity building for the 2 implementing partners i.e. MSDP, Sindh and SEP during the current year ➔ All initiatives are expected to be executed during the months of Aug and Sep 2011
-	-	-	-	-	-	-	-	

### 1.1.3 Number of assessments conducted

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ As per the approved Work Plan; assessment for all the institutional as well as transaction based units (under Third Party Validation of CDCP) is targeted to be completed during the last/4th quarter ➔ Out of the 78 transaction based units to be assessed in total 39 will be completed this year. In addition, 5 institutions will be assessed by Sep 2011
-	-	-	-	-	-	-	-	

### 1.1.4 Number of USG-supported capacity building plans developed to strengthen the institutional capacity of implementing partners

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ Pre and Post obligation capacity building plans of 2 implementing partners i.e. MSDP, Sindh and SEP will be developed during the current year ➔ MSDP Sindh initiated in May 2011 and its plan for pre-obligation assistance developed, while for SEP the plan will be developed during the 4 <sup>th</sup> quarter. Similarly for both IPs the post-obligation CB plans will also be developed by Sep 2011
-	-	-	-	1	1	1	1	

### 1.1.5 Number of research studies aimed at enhancing institutional capacity/ policies & procedures completed with USG assistance

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ The approved Work Plan includes 1 research study to be completed during the current year i.e. on Assignment Account ➔ The research assignment has been initiated during June 2011 and the final report along with training manual and toolkit will be completed by Sep 2011
-	-	-	-	-	-	-	-	

### 1.1.6 Number of success stories, case studies and research papers produced

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ The approved Work Plan includes 1 research study to be completed during the current year i.e. on Assignment Account and a research paper is planned to be produced for this assignment during the 4 <sup>th</sup> quarter ➔ The research assignment has been initiated during June 2011 and the research paper on Assignment a/c will be completed by Sep 2011
-	-	-	-	-	-	-	-	

### 1.1.7 Number of policy and legislative reform advocacy workshops conducted through USG assistance

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	➔ As per the approved Work Plan; the advocacy workshop with donors and all stakeholders with regards the implementation of Assignment account is planned to be conducted during September 2011
-	-	-	-	-	-	-	-	

### 1.1.8 Number of training programs developed through USG assistance for effective utilization of USG resources

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ Training programs developed for TOT (District supervisors only) and Enumeration teams (field supervisors, enumerators, editors etc) ➔ Two training plans developed
-	-	-	-	2	2	2	2	

### 1.1.9 Number of trainings conducted through USG assistance for effective utilization of USG resources

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ Trainings will be conducted/implemented for TOT (District supervisors only) and Enumeration teams (field supervisors, enumerators, editors etc) ➔ Two training plans will be implemented during the 4 <sup>th</sup> quarter
-	-	-	-	-	-	-	-	

### 1.1.10 Number of participants from implementing partner receiving training for effective utilization of USG resources

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ Trainings participants will be from the TOT (District supervisors only) and Enumeration teams (field supervisors, enumerators, editors etc)  ➔ 220 participants are expected to receive these trainings
-	-	-	-	-	-	-	-	

## 2. Annual compliance validations performed to ensure smooth implementation of the new policies and procedures

### Result level Indicators

#### 2.1 Number of assessed potential USAID partners with improved implementation of USAID standards

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ As per the approved Work Plan; no organization/entity is planned to be re-assessed under the Annual Validation Component of the program
-	-	-	-	-	-	-	-	

### Output level Indicators

#### 2.1.1 Number of annual validations completed to re-assess level of institutional capacity for effective utilization of USG resources as a result of USG investments

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	⇒ As per the approved Work Plan; no organization/entity is planned to be re-assessed under the Annual Validation Component of the program  ➔ The design of annual validation process is completed during the current year
-	-	-	-	-	-	-	-	

## 3. Awardees capacity to conduct pre-award assessments, validations, research, and management trainings enhanced

### Result level Indicators

#### 3.1 Awardees capacity building plans implemented

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	<p>⇒ Awardees organizations/institutions under the AS-RSPN component of the program are RSPN, NRSP and ASP-RSPN. The implementation of the Awardees CB plan will be completed during the 2<sup>nd</sup> year</p> <p>➔ The plan will be initiated during the 4<sup>th</sup> quarter of 1<sup>st</sup> year with a few activities planned to be executed during September 2011</p>
-	-	-	-	-	-	-	-	

### *Output level Indicators*

#### **3.1.1 Awardees capacity building plans developed**

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	<p>⇒ Awardees organizations/institutions under the AS-RSPN component of the program are RSPN, NRSP and ASP-RSPN.</p> <p>➔ The Awardees CB plan is planned to be developed during the 4<sup>th</sup> quarter of 1<sup>st</sup> year</p>
-	-	-	-	-	-	-	-	

#### **3.1.2 Number of capacity development initiatives undertaken by awardees including training for effective management of their respective programs**

1st Qtr		2nd Qtr		3rd Qtr		Cumulative as of Jun 2011		Remarks
Target	Actual	Target	Actual	Target	Actual	Target	Actual	<p>⇒ Awardees organizations/institutions under the AS-RSPN component of the program are RSPN, NRSP and ASP-RSPN.</p> <p>➔ The activities under Awardees CB plan will get started during Sep 2011 with 4 initiatives to be completed by year end</p>
-	-	-	-	-	-	-	-	

## HIGHLIGHTS – ACTIVITIES MATRIX

SN	Activities	Progress Status	
		Oct 2010 – Mar 2011	Apr 2011 – Jun 2011
Operations and start-up activities			
1	Hiring of Key staff	95% complete	100% complete
Program activities			
1	Participation in the Strategic Working Group meetings	3 meetings held	3 meetings held
2	ASP Website	In progress	Completed and Launching planned on July 22
3	Operational manual	Draft available	Finalized for approval by RSPN
Program deliverables			
1	ASP-RSPN Performance Management Plan	Submitted to USAID	Revised and Submitted to USAID
2	Quarterly Progress Report Jan-Mar 2011	-	Submitted to USAID
3	Marking Plan	Submitted to USAID	Approved by USAID
4	Branding Strategy	Submitted to USAID	Approved by USAID
5	Inception Report for TPV of CDCP	Submitted to USAID	Revised, Submitted and approved by USAID
6	Training Manual for TPV of CDCP	-	Developed (both English and Urdu)
7	Data Security Plan for TPV of CDCP	-	Developed
8	Monitoring tools for TPV of CDCP	-	Developed
9	ToT for district supervisors of AJK, KP and GB	-	Conducted
10	Sampling for KP	-	Sample drawn for all 24 districts
11	Entrance Meeting for pre-award assessment of MoIT and its 3 units	-	Held
12	Mid review meetings for pre-award assessment of MoIT and its 3 units	-	Held
13	Capacity Building Plan for MSDP, Sindh	-	Submitted to USAID
14	PC-I for MSDP, Sindh	-	Submitted to USAID
15	Strategy Paper on Assignment Account	-	Approved by USAID
16	Awardees Capacity building Plan	-	In progress

## 4. FINANCIAL PROGRESS

Rural Support Programmes Network  
Assessment and Strengthening Program for CSOs & GOP  
Cooperative Agreement # 391-A-00-11-01201-00  
Financial Progress as of June 2011 (All figures in USD)

	A	B						C
ACTIVITY	APPROVED BUDGET	DISBURSEMENTS						Remaining Budget
		As of March 2011	Current Period				Cumulative Totals	
			Apr 2011	May 2011	Jun 2011	Total		
Budget Line Items	1	2	3	4	5	6=3+4+5	7=2+6	8=1-7
Salaries and wages	2,562,920	80,611	25,941	26,584	30,890	83,416	164,028	2,398,892
Fringe Benefits	861,789	19,134	3,408	21,845	4,195	29,449	48,583	813,206
Travel and Transportation	471,991	471	64	1,876	731	2,673	3,143	468,847
Equipment	63,357	56,591	51	1,001	10,045	11,098	67,689	(4,332)
Supplies	65,250	37,675	5,367	11,070	3,757	20,196	57,871	7,379
Contractual	7,012,532	5,596	-	19,968	7,515	27,484	33,080	6,979,451
Pre-award Assessments	1,451,000	0	-	17,590	7,515	25,107	25,107	1,425,893
Institutional Capacity Building	4,745,000	0	-	-	-	-	-	4,745,000
Annual Validation	577,000	0	-	-	-	-	-	577,000
Recurring Operational Costs	239,532	5,596	-	2,377	-	2,377	7,974	231,558
Other Direct Costs	1,768,548	64,450	4,523	8,379	15,621	28,524	92,974	1,675,573
Research	813,453	7,673	1,575	-	1,484	3,059	10,733	802,720
Awardees Capacity Building	280,000	12,119	-	-	52	52	12,171	267,828
Recurring Operational Costs	675,094	44,657	2,947	8,379	14,085	25,412	70,070	605,024
Sub-awards	5,354,577	234,899	79,885	75,516	62,621	218,024	452,923	4,901,653
Total Direct Costs	18,160,965	499,427	119,243	166,243	135,379	420,866	920,293	17,240,671
Indirect Costs @ 10%	1,816,096	49,943	11,924	16,624	13,538	42,086	92,029	1,724,067
TOTAL	19,977,061	549,370	131,167	182,867	148,918	462,953	1,012,323	18,964,739